



Smarter Transportation, Better Community

101 First Street SE
Cedar Rapids, Iowa 52401
319.286.5041
corridormpo@corridormpo.com
www.corridormpo.com

MEETING NOTICE AND AGENDA

Corridor Metropolitan Planning Organization Executive Committee

Robins City Hall – Council Chambers

265 S. 2nd Street, Robins, IA

Wednesday, November 13, 2019 at 8:30 AM

Roll Call

Public Comment Period

Action/Discussion Items

1. Approve Minutes – October 9, 2019. [ATTACHED](#)
2. Draft FHWA Quadrennial Review Overview – Bill Micheel - [ATTACHED](#)
 - Review and discussion of the draft FHWA Quadrennial Review Report
 - To view the Corridor 2019 Planning Review Report click [here](#)
3. STBG and TAP Funding Trend Analysis – Brandon Whyte - [ATTACHED](#)
 - Review and discussion of trends in the CMPO's STBG and TAP balances
4. Linn County Public Health Safe Routes to Parks –Kaitlin Emrich from Linn Co. Public Health
 - Presentation and discussion regarding Safe Routes to Parks initiatives in the County

Reports/Member Updates

Next Executive Committee Meeting

- December 11, 2019 at 8:30 am – Cedar Rapids City Hall, City Hall Training Room, Lower Level, 101 First Street SE, Cedar Rapids

Anyone who requires an auxiliary aid or translation service for effective communication, or a modification of policies or procedures to participate in a MPO program, service, or activity, should contact Hilary Hershner at (319) 286-5161 or email h.hershner@corridormpo.com as soon as possible, but no later than 48 hours before the event. This public announcement satisfies Section 5307 program of projects requirements for transit project public review and comment.



CORRIDOR MPO EXECUTIVE COMMITTEE MEETING MINUTES
Council Chambers, Marion City Hall, 1225 6th Avenue, Marion
Wednesday, October 9, 2019 at 8:30 AM

Member	Present	Not Present	Notes
Chuck Hinz	X		
Scott Olson	X		
Bill Bennett	X		
Bernie Frieden	X		
Nick AbouAssaly		X	
Brent Oleson	X		
Eric Van Kerckhove	X		
Jeff Horne	X		

MPO Staff Present: Hilary Hershner, Elizabeth Darnall, Brandon Whyte, & Bill Micheel

Chairperson Hinz called the meeting to order at 8:30AM.

Roll Call was answered with five (7) members present.

Public Comment Period

There were no public comments.

AGENDA

Action/Discussion Items

1. Approve Minutes – September 11, 2019

Mr. Bennett made a motion to approve the September 11, 2019 Executive Committee minutes. Mr. Van Kerckhove seconded. The motion passed unanimously.

2. Request to Defund Edgewood Rd Trail Bridge over Hwy 100

Mr. Whyte noted that the City of Cedar Rapids has made a request to the MPO Policy Board to defund the Edgewood Rd Trail Bridge over Hwy 100. Mr. Whyte noted that this segment of trail was considered prior to the construction of the Hwy 100 intersection at Edgewood Rd. The intersection built with the extension of Hwy 100 provided signalized trail crossings for Edgewood Rd over Hwy 100, therefore this trail bridge is no longer considered necessary.

The Staff's recommendation was to open a 30 day public comment period and recommend to the Policy Board that the Edgewood Road Trail Bridge over Hwy 100 be defunded. Mr. Whyte said that if the Edgewood Rd Trail Bridge is defunded by the Policy Board \$584,000 will be available for trail requests in FFY22 in this year's Transportation Improvement Program (TIP) cycle.

Mr. Bennett made a motion to open a 30 day public comment period. Mr. Van Kerckhove seconded the motion. The motion to open a 30 day public comment period passed unanimously.

Mr. Bennett made a motion to recommend the Policy Board defund the project. Mr. Horne seconded. The motion passed unanimously.

3. Iowa DOT Performance Measures: 2016-2020 Safety Targets (Performance Measure 1)

Mr. Micheel shared that each MPO in the state of Iowa must establish 2016-2020 safety targets for the five (5) performance measures within 180 days of the State (by February 27, 2020).

For each performance measure the MPO will need to choose one of two options:



1. Support the State's target by agreeing to plan and program projects so that they contribute toward the accomplishment of the State DOT safety target for that performance measure; or
2. Set a quantifiable target for that performance measure for the MPO.

MPO targets would be for all public roadways within the MPO's planning area boundary, regardless of functional classification or ownership.

Iowa DOT's Safety Targets and Performance Measures		
Performance Measure	Five-year rolling averages	
	2014-2018 Baseline	2016-2020 Target
Number of Fatalities	337.4	345.8
Fatality Rate*	1.046	1.011
Number of Serious Injuries	1,499.1	1,396.2
Serious Injury Rate*	4.497	4.083
Non-Motorized Fatalities and Serious Injuries	134.2	138.1

MPO staff recommended the Executive Committee recommend to the Policy board to adopt the Iowa DOT's safety targets and performance measures.

Mr. Olson made a motion to approve the Iowa DOT's 2016-2020 safety targets. Mr. Bennett seconded the motion. The motion passed unanimously.

Adjournment

Mr. Oleson moved to adjourn the meeting at 8:46 am; seconded by Mr. Bennett. The motion carried.

Respectfully Submitted,

Hilary Hershner
Regional Transportation Planner



2. FHWA Draft Quadrennial Review Overview

Background

The Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) jointly review and evaluate the transportation planning process for each urbanized area over 50,000 in population at least every five years to determine if the process meets the Federal planning requirements. The FHWA and FTA conducted the planning review of the transportation planning process for the Corridor MPO (Metropolitan Planning Organization) planning area on May 21, 2019 and delivered the draft Planning Review document on October 31, 2019.

The Corridor MPO is the designated Metropolitan Planning Organization for the Cedar Rapids Urbanized Area and works with the Iowa Department of Transportation (Iowa DOT) as well as the metropolitan public transit operators (CRTransit and Linn County LIFTS) to implement the federally required planning process.

Details

The scope of the federal review of the Corridor MPO Area planning process was comprehensive, covering the transportation planning process for the entire area and all the agencies involved. The federal review team's work consisted of reviewing the products of the planning process, reviewing the ongoing oversight activities conducted by the FHWA and the FTA, and an on-site review conducted May 21, 2019 at the Cedar Rapids City offices.

The draft Planning Summary includes a list of the findings from the previous Quadrennial Review conducted in 2014 and findings from the current review conducted on May 21, 2019. Findings from 2014 included 4 Corrective Actions and 14 Recommendations, which were all addressed in the period between the two reviews. The current findings include 5 Recommendations and 1 Commendation for increased public participation in the planning process.

Next Steps

The Iowa DOT and the Corridor MPO will review the document and provide feedback to the FHWA and FTA.

1.0 EXECUTIVE SUMMARY

On May 21, 2019, the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) conducted the planning review of the transportation planning process for the Corridor Metropolitan Planning Organization (Corridor MPO) Planning Area. FHWA and FTA jointly review and evaluate the transportation planning process for each urbanized area over 50,000 in population at least every five years to determine if the process meets the Federal planning requirements.

The Corridor Metropolitan Planning Organization (Corridor MPO) is the designated Metropolitan Planning Organization for the Cedar Rapids Urbanized Area and works with the Iowa Department of Transportation (Iowa DOT) as well as the metropolitan public transit operators (CRTransit, Linn County, City of Hiawatha, and the City of Marion) to implement the federally required planning process.

The scope of the federal review of the Cedar Rapids Urbanized Area planning process was comprehensive, covering the transportation planning process for the entire area and all the agencies involved. The federal review team's work consisted of reviewing the products of the planning process, reviewing the ongoing oversight activities conducted by the FHWA and the FTA, and an on-site review conducted May 21, 2019 at the Cedar Rapids City offices.

1.1 Previous Findings and Disposition

The previous Planning Review findings and their disposition are summarized as follows.

Finding	Action	Corrective Actions/ Recommendations	Disposition
MPO Structure and Agreements 23 U.S.C. 134(d) 23 CFR 450.314(a)	Corrective Action	The Corridor MPO's organizational structure inhibits a 3-C process as required by Federal planning regulations and does not comply with federal regulations.	Planning process improvements submitted as part of the Action Plan meet federal transportation planning regulations.
	Recommendation	It is recommended that the MPO update its' bylaws and organization to reflect a regional metropolitan planning organization that allows for regional decision making. The current structure does not	The Corridor MPO by-laws were updated in 2015 to refine the Policy Board representation formula, Policy Board Representation Composition, and the role of the Executive Committee.

Metropolitan Transportation Plan 23 U.S.C. 134(c),(h)&(i) 23 CFR 450.324		foster a regional 3-C transportation planning process.	
	Recommendation	It is recommended that the MPO make a more concerted and regular effort to invite nonmember communities to become MPO members and to become a part of the regional metropolitan planning process.	The Corridor MPO continues to extend invitations to join the Corridor MPO and added the City of Palo as a member jurisdiction since the last review.
	Corrective Action	Although the Connections 2040 planning process was considered a 'best practice' when developed in regard to the process, public/stakeholder input, underlying modeling and data, and fiscal constraint analysis, subsequent post-adoption changes to project lists did not follow the plan development process or align with a majority of the plan, and updated copies of the plan were not made available to FTA, FHWA, planning partners, and the general public. This does not comply with federal regulations.	The Corridor MPO has adopted an annual process for considering amendments to the LRTP and provides opportunity to comment in conformance with the PPP. When amendments are approved, updated copies of the plan are made available on the website and upon request.
	Recommendation	The Goals listed in in the plan (PP 4-5, 10-3) state that the order of priorities is maintenance, economic vitality, efficiency, environment, other travel choices, safety and security, cost, and travel time.	The Goals and related project scoring criteria priorities were amended and approved by the Policy Board in the 2015 update to Connections 2040 and based on the 8 Planning Factors. In addition, Goals and scoring criteria are specific to each transportation mode in the current LRTP.
	Recommendation	The change in direction to allocate 80% of STP funding to trails does not align with the project weighting and prioritization, which is the foundation of the Connections 2040 Plan. The skywalk connection between the Convention Center and US Bank (or the skywalk itself) was never mentioned in the plan, nor was it considered an integral	The Corridor MPO completed an extensive public outreach process for the forthcoming 2020 LRTP and the funding allocations represent the public and the Policy Boards input and desires.

		element of a regional transportation network.	
	Recommendation	The changes in project selection will not adequately address MAP -21 performance measures (i.e. safety, infrastructure condition, system efficiency).	The submitted Action Plan addressed all four deficiency findings in its implementation of transportation planning improvements. The Corridor MPO will make additional technical and outreach improvements in the 2020 iteration of the LRTP.
	Recommendation	After the adoption of the Connections 2040 plan in 2010, subsequent action was taken to amend the plan by the MPO Policy board without updating the hard copies that are available to the public, official copies provided to FHWA and FTA, and the online version in a timely manner.	The MPO has corrected this issue by updating the document consistently subsequent to amendments.
Transportation Improvement Program (23 U.S.C. 134(c)(h)& (j); 23 CFR 450.326)	Corrective Action	The Corridor MPO exhibits obvious project selection and project implementation concerns, and does not comply with federal regulations.	Submitted Action Plan has addressed all four deficiency findings in its implementation of transportation planning improvements.
	Recommendation	The MPO must go through the project selection process, including a call for projects and ranking/scoring of applications against one another, if it is determined there is additional carryover funding available, if there is an increase in available funds as a result of the removal/moving of a project in the approved TIP, or any other increases in funding available for programming.	The Corridor MPO conducts a project selection process, determines if additional carryover funding is available, and if additional funds are available resulting from removal/moving of project in the approved TIP, on an annual basis. All carryover is made available each year to and advertised through, the competitive TIP process. This includes any defunded projects, funding increases, etc.
	Recommendation	It is recommended that the MPO develop an effective policy to assure that projects selected for inclusion in the TIP will be ready when funds are available and that they advance in a timely manner.	Corridor MPO staff conducts monthly check-in's with project sponsors. The Corridor MPO adopted a policy that requires projects with 3 or more years from the date that funding is available for construction to be considered for defunding by the Policy Board.

			They have defunded over \$5,000,000 in projects since the 2015 Review.
	Recommendation	It is recommended that the MPO require regular project status reports at the Policy Board meetings to assure projects are advancing in a timely manner and to assure that any project delays are being communicated and addressed.	The Corridor MPO has implemented an annual status report program required for all projects. A summary of these reports is reviewed with the Policy Board.
Transit Planning 49 U.S.C. 5303 23 U.S.C. 134 23 CFR 450.314	Recommendation	It is recommended that CRT conduct a route system study to better serve systems patrons and attract choice riders. In addition, it is recommended that CRT have a comprehensive feasibility study to determine the need and location of additional hubs.	The Corridor MPO provided funding for and managed a Transit Study conducted and completed in 2016 and 2017. Subsequently, route amendments were implemented that created a mini-hub at Lindale Mall and new circular bus service in the Cities of Hiawatha and Marion.
	Recommendation	It is recommended that the MPO and CRT work with Iowa City transit systems, ECICOG and MPOJC to provide express transit service on Interstate 380 between Iowa City and Cedar Rapids if this is a finding of the current "I-380" Study.	The Corridor MPO cooperated with the agencies listed and the 380 express now runs M-F and soon to be Saturday.
Public Participation (23 U.S.C. 134(i)(6); 23 CFR 450.316 & 450.326(b))	Recommendation	It is recommended that Corridor update its' Outreach and Communications Plan and adhere to the requirements of 23 CFR 450.316.	An expanded Public Participation Plan was adopted by the Policy Board in 2018
	Recommendation	It is recommended that the MPO work to improve its public perceptions and public involvement opportunities. The MPO needs to follow through with the update of the Outreach and Communication Plan and concentrate on effective communication and public involvement and should assess how a Metro-Area Advisory Committee (or similar board) could successfully provide the necessary public involvement to	In addition to the expanded PPP, the Corridor MPO now has two TIP outreach meetings at the local market. This is coupled with a robust Facebook presence, streaming of TTAC, Executive Committee, and Policy Board meetings on Facebook Live, and an email list-serve. These efforts have increase attendance at open houses from 1 to 2 people to on average 40 to 60 attendees. These same tools have been used for regional plans including the LRTP.

		the transportation planning process.	
Civil Rights Title VI Civil Rights Act, 23 U.S.C. 324, Age Discrimination Act, Sec. 504 Rehabilitation Act, Americans with Disabilities Act	Corrective Action	Title VI and Environmental Justice considerations are lacking and do not comply with federal regulations.	The submitted Action Plan has addressed all four deficiency findings in its implementation of transportation planning improvements. The Corridor MPO has also recently updated and adopted its Title VI plan.
	Recommendation	It is recommended that Corridor develop environmental justice considerations for TIP project scoring as well as more EJ analyses within the LRTP.	Bonus scoring for EJ was added to the LRTP. In addition, an improved and integrated EJ system is being developed for the current 2020 LRTP update.



2. STBG and TAP Funding Trend Analysis

Background

The Iowa DOT is implementing a new rule putting a cap on Iowa's Transportation Alternative Program (TAP) funding starting on October 1, 2020. In addition, the Federal Highway Administration (FHWA) made a recommendation to the Corridor MPO to reduce our Surface Transportation Block Grant program (STBG) balance. In reaction, the Policy Board recently directed Corridor MPO staff to generate a historical analysis of Corridor MPO funding trends for capital projects using TAP and STBG funding for the period between Federal Fiscal Year (FFY) 2014 until the end of FFY2019. Corridor MPO staff has completed this analysis which includes forecasted scenarios for funding expenditures through the end of FFY2023 for both TAP and STBG.

In April of 2018, the Iowa DOT established a new balance accrual rule putting a cap on TAP balances carried by MPO's. This rule is being implemented in conjunction with the shift from the more conventional federal management of TAP funding to the management of TAP funds by the state. The "TAP Balance Accrual Rule" is as follows:

"TAP balance accrual, as tracked on the quarterly reports, will be limited to a maximum of 4 years of funding starting at end of FFY2020."

In practice, this means if the Corridor MPO has a balance in excess of the sum of 4 years of TAP funding, this excess funding should be awarded to a project prior to October 1, 2020 so that the TAP balance does not exceed \$1,454,000, which is the sum of 4 years of TAP funding for our region. If the Corridor MPO's balance were out of conformance with this rule all new TAP funds may be frozen until the balance of TAP funds is in conformance with the rule or new or unused TAP funds may potentially be withdrawn from our Corridor MPO altogether.

Finally, MPO staff has also applied the TAP Balance Accrual Rule to STBG projects to further motivate project completion, better comply with Iowa DOT and FHWA recommendations, and in the possible event that the Iowa DOT applies a similar rule to STBG balances, which is in their purview and has been discussed as a possibility.

TAP Balance

The new TAP Balance Accrual Rule will take effect on October 1, 2020. The current TAP balance is \$2,118,420, which is out of conformance with the TAP Balance Accrual Rule; however, the Corridor MPO is anticipated to comply with the rule by October 1, 2020 when it takes effect. Corridor MPO staff is forecasting based on Project Status Report data provided by member jurisdictions that during the 1st and 2nd Quarters of FFY2020, that Cedar Rapids and Linn County will let several projects which will lower the TAP balance to \$579,888

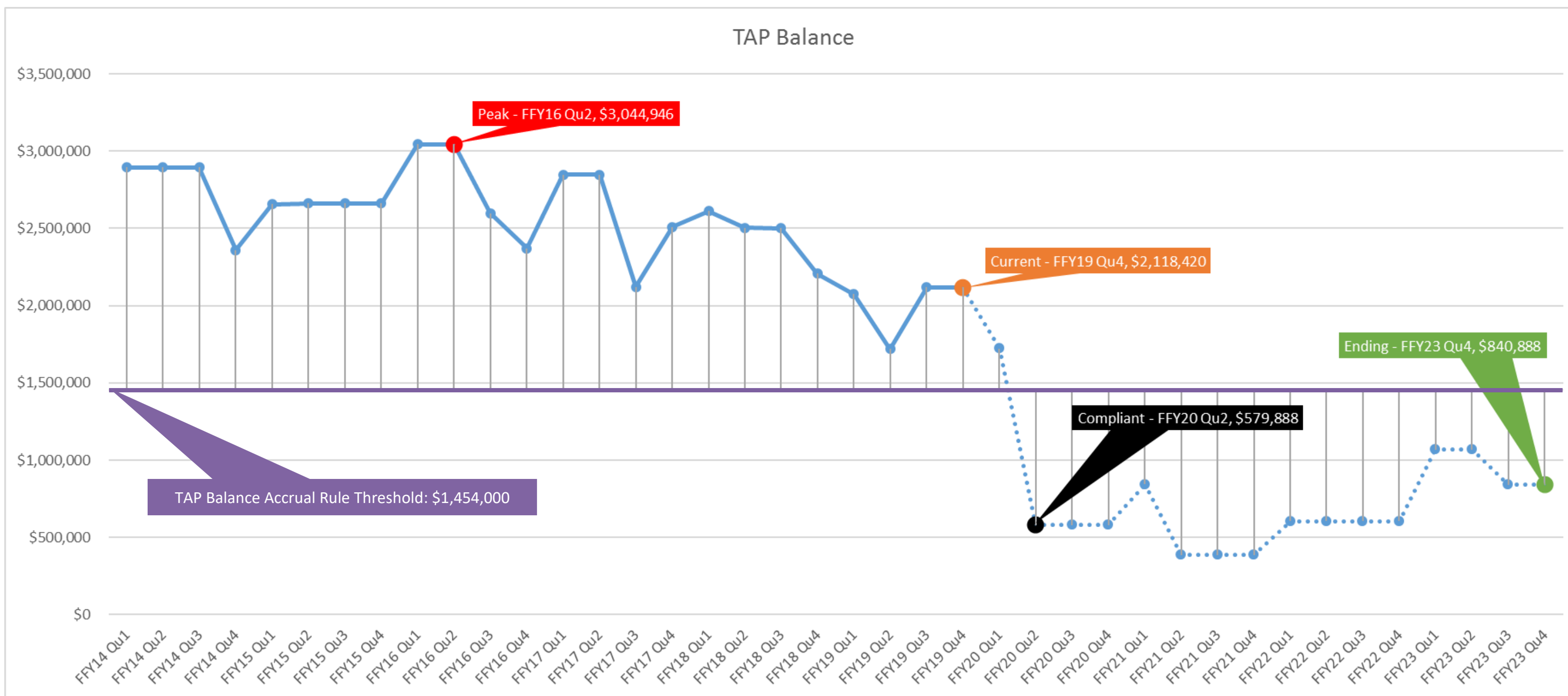
Project completion forecasts until the end of the analysis year (FFY2023) indicate our MPO will never be in violation of the TAP Balance Accrual Rule assuming all projects stay on their stated timelines as shown on the TAP Balance Figure below. MPO staff has been sure to allot recent TAP funds to projects believed to be most shovel ready, with the lowest potential for delays.



Smarter Transportation, Better Community

101 First Street SE
Cedar Rapids, Iowa 52401
319.286.5041
corridormpo@corridormpo.com
www.corridormpo.com

TAP Balance





STBG Balance

THE FHWA made a recommendation in the recent Quadrennial Review to lower the STBG balance prior to the next Quadrennial Review in four years. Prior to this review and during this time period, Corridor MPO staff has been, and will continue working with member jurisdictions and project managers to push projects forward with more frequent project reviews, offers of assistance to help with the DOT process, project funding reprioritizations, project sub-phasing, and project defunding where appropriate. Additionally, MPO staff is working through the new LRTP process to better score projects based on project readiness – details will follow as the LRTP reaches draft review.

The STBG Balance Chart on the next page demonstrates that the Corridor MPO is currently near the expected peak of our STBG balance or \$37,275,832 (Q1 FFY20). This is \$16,919,832 over the potential STBG Balance Accrual Rule if the rule were to be put in place. Our target is \$20,356,000. Iowa DOT indicates this is one of, if not, the worst excess in the state.

Staff believes that the Corridor MPO will be below this target threshold at the close of the 1st Quarter of FFY2021 when our balance reaches \$17,430,710. Reductions in the balance will occur with many projects but largely from funds allocated to the CeMar Trail and Tower Terrace Road. If expectations are correct, the Corridor MPO will reach its target two and a half years prior to the next Iowa DOT and FWHA Quadrennial Review, fulfilling the recommendation issued by FHWA.

Finally, future project forecasts until the end of the analysis year (FFY2023) indicate our MPO will never be in violation of a potential STBG Balance Accrual Rule going forward.

Next Steps

MPO staff will continue cooperating with jurisdictions and the Iowa DOT to push project completion timelines forward with project reviews, assistance with the DOT process, project funding reprioritization, project sub-phasing, and project defunding where appropriate. Additionally, MPO staff is working through the new LRTP process to better score projects based on project readiness and other creative concepts to advance project development – details will follow as the LRTP reaches draft review. Finally, MPO staff is committed to keeping the Policy Board, Executive Committee, and TTAC up-to-date with status report updates on individual projects and STBG/TAP balance forecasting.



Smarter Transportation, Better Community

101 First Street SE
Cedar Rapids, Iowa 52401
319.286.5041
corridormpo@corridormpo.com
www.corridormpo.com

STBG Balance

